Business-Technology Alignment (BTA)
ASG Meeting Minutes
12/18/01

Location:	830 1ˢᵗ Street, NW, WDC (room 221C), 11:00 –12:00
Attendees:	Anna Allen, SFA Andy Boots, SFA Wanda Broadus, SFA Bill Bush, SFA Dave Elliott, SFA Denise Hill, SFA Robert Laurence, DTI Ganesh Reddy, SFA Paul Stonner, SFA Karen Anderson, Mod Partner Michael Bruce, Mod Partner Bill Hughes, Mod Partner Peter Elms, Mod Partner Bruce Kingsley, Mod Partner Alex, Lefur, Mod Partner Bob Malloy, Mod Partner Martin Renwick, Mod Partner Jeff Ross, Mod Partner Jamal Shah, Mod Partner Mark Snead, Mod Partner Matthew Wilson, Mod Partner
Agenda:	Objective: Build awareness of BTA and role of AWG and ASG Agenda: ❑ Welcome ❑ Overview of Business-Technology Alignment ❑ Role of the Architecture Support Group (ASG) ❑ How This Affects You
Issues/Risks:	**Escalation Procedures to the AWG:** Issues are escalated to AWG if the ASG and the project are unable to resolve the issue between them. Resolution will be on a consensus basis. **How would ASG be aware of enterprise wide issues:** Awareness would come from multiple activities: • From project itself • Cross-architecture group meetings • Enterprise Configuration Management process However, large legacy projects may not be visible to ASG, if they are not part of the above processes or if the project itself does not raise the issue to the ASG **Encryption:** The scope of this issue should be widened to cover confidentiality of privacy data. Encryption is a potential solution within that.

Next Meeting:	TBD

Meeting Discussion Items:

- Welcome by Denise Hill and Paul Stonner

  - BTA still new and adapting. AWG is business oriented while the ASG is a pool of specialists with deep technical skills

  - Basic IT architecture documentation will normally be updated on a semi-annual basis

  - Next meeting of AWG will address Common Data Dictionary / Consistent Data

  - AWG Chair will rotate quarterly

- Jamal Shah presented the BTA/ Architecture Support Group (ASG) Orientation powerpoint slides which are available on the ASG eProject workspace and are also attached to this email (see the icon below)

  - The ASG members are a pool of deep technical experts available to projects. The BTA processes are designed to support projects and not to be a hindrance to the workings of the project

  - ASG meetings are on an as-needed basis., will be issue driven, and will occur by invitation to the appropriate Subject Matter Experts within the ASG membership rather than all members of the ASG

- Group discussion items relating to the slides

  - ASG will assist with analysis and due diligence of technology architecture issues

  - Business perspective needed at the ASG level as well as the AWG level. The sponsor will identify appropriate representatives within the business units to provide the business perspectives during ASG discussions

  - AWG meets by exception

  - Business needs often override the time necessary to examine full SFA wide standards needs. Work on definitions of wider standards will be in parallel to identifying a project's solution needs as much as possible